

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[Bank Name]
[Bank Address]
[City, State, Zip Code]

Subject: Proof of Residency

To Whom It May Concern,

I, [Your Name], residing at [Your Address], am writing to provide proof of residency for the purpose of [specify purpose, e.g., opening a bank account, applying for a loan].

Please find attached a copy of my recent bank statement dated [Insert date] that displays my name and current address. This document serves as verification of my residency at the stated address.

If you require any further information or additional documentation, please do not hesitate to contact me.

Thank you for your attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]